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Wednesday, October 3, 2012

**Bankruptcy Dispute Resolution Program
DOCKET EVENTS AND PROCEDURES
Stipulation to Appoint Resolution Advocate**

These instructions explain how to electronically file and docket a Stipulation to Appoint Resolution Advocate using the Court's CM/ECF system. Attorneys and parties who do not have access to the CM/ECF system must file the original paper version of the Stipulation with the Clerk.

A [sample blank Stipulation](#) is available from the Clerk and on the Court website at www.canb.uscourts.gov >Forms > BDRP > *Stipulation to Appoint Resolution Advocate and Assignment to the BDRP*.

- Click the Bankruptcy or Adversary hyperlink on the CM/ECF main menu.
- Click the BDRP hyperlink.
- Enter the Case Number or, if applicable, the Adversary Proceeding number, click [Next].
- Select Stipulation to Appoint Resolution Advocate, click [Next].
- Select the party, click [Next].
- Click [Next].
- Associate the PDF file of the Stipulation to Appoint Resolution Advocate, click [Next].
- After the prompt stating: "Please enter the name of the designated resolution advocate,"

enter the name of the resolution advocate, click [Next].

- At the prompt stating: "Please select a matter type," select a type of matter from the drop down menu, click [Next].
- Review and edit the docket text if necessary, click [Next].

ECF Reference Desk
Procedures

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